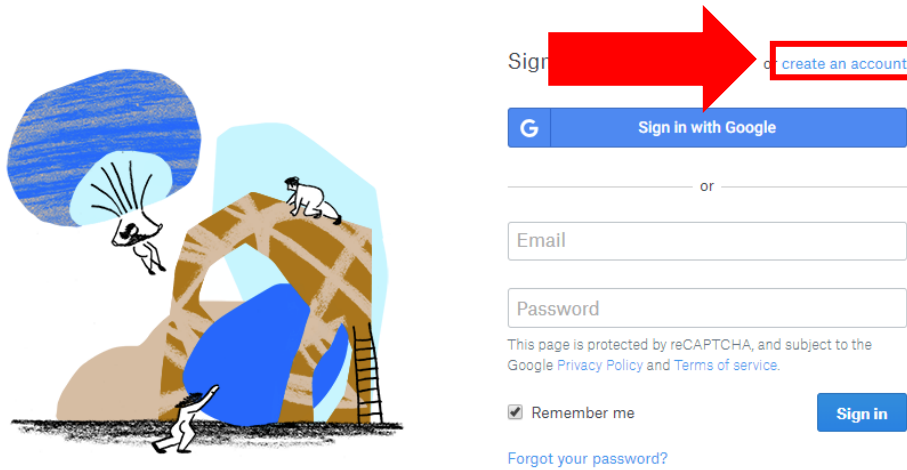
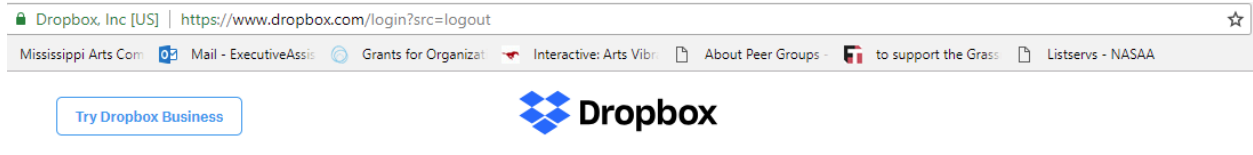


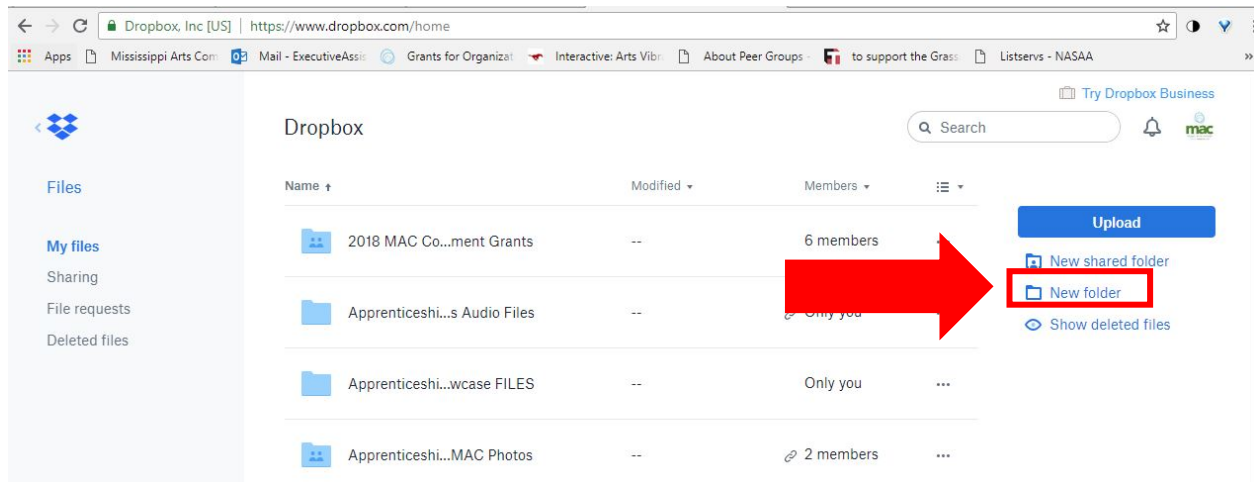
How to Upload Work Samples with a Dropbox Link

1. Go to www.dropbox.com/home.
2. If you have an account, login. If not, click create an account.



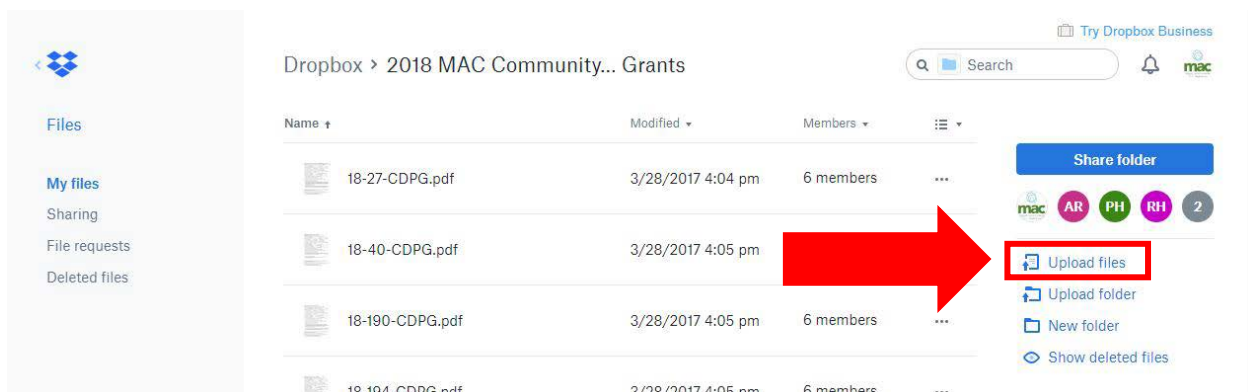
3. Create a folder to house your files by clicking “New Folder” on the far right side of the webpage.

—Remember, if you are applying for an **Artist Fellowship**, your name cannot be in the file-folder name or the file names.



4. Click on your new folder to open it.

5. Click “Upload” on the far right side of the webpage to upload your files from your computer to the new folder.

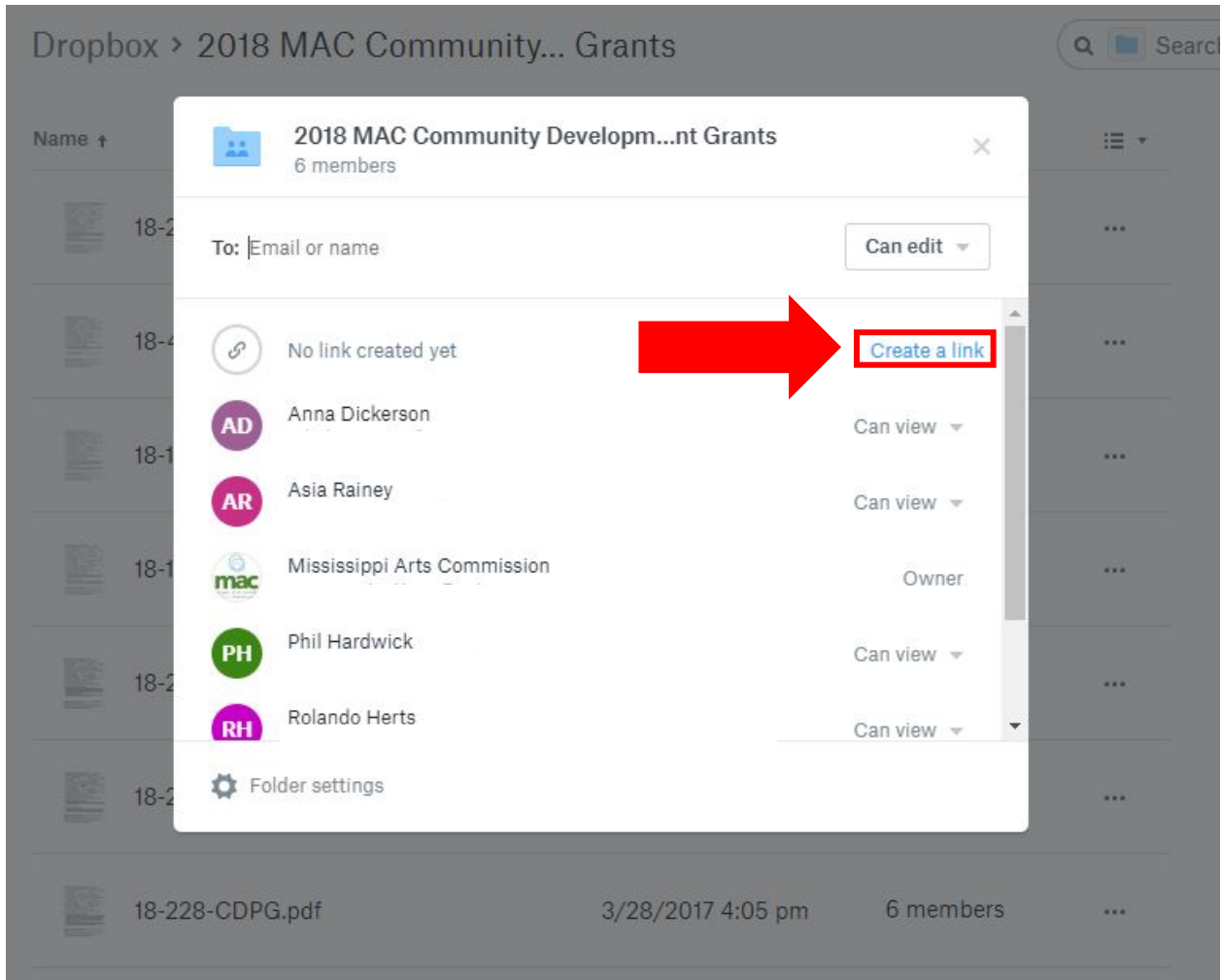


6. Once your files have uploaded, click the blue “Share Folder” button on the far right side of the webpage.

The screenshot shows the Dropbox interface for a folder named "2018 MAC Community... Grants". On the left is a sidebar with navigation options: Files, My files, Sharing, File requests, and Deleted files. The main area displays a table of files with columns for Name, Modified, and Members. A red arrow points from the "Members" column of the first file to a blue "Share folder" button, which is highlighted with a red rectangular box. Below the table, there are several circular member avatars labeled "mac", "AR", "PH", "RH", and "2". To the right of the avatars is a menu with options: Upload files, Upload folder, New folder, and Show deleted files.

Name	Modified	Members
18-27-CDPG.pdf	3/28/2017 4:04 pm	6 members
18-40-CDPG.pdf	3/28/2017 4:05 pm	6 members
18-190-CDPG.pdf	3/28/2017 4:05 pm	6 members
18-194-CDPG.pdf	3/28/2017 4:05 pm	6 members
18-205-CDPG.pdf	3/28/2017 4:05 pm	6 members
18-206-CDPG.pdf	3/28/2017 4:05 pm	6 members
18-228-CDPG.pdf	3/28/2017 4:05 pm	6 members
18-229-CDPG.pdf	3/28/2017 4:05 pm	6 members

7. Do **NOT** share via email. Instead, click “Create a Link.”



8. Click “Copy Link.”

The image shows a screenshot of the Dropbox interface. A modal dialog box is open for the folder "2018 MAC Community Development Grants" (6 members). The dialog has a "To: Email or name" field with a "Can edit" dropdown. Below this, there is a list of sharing options. The first option is "Anyone with the link can view this folder", which is highlighted with a red box and a red arrow pointing to it. To the right of this option is a "Copy link" button, also highlighted with a red box. Below this are several user entries with their names and roles: Anna Dickerson (Can view), Asia Rainey (Can view), Mississippi Arts Commission (Owner), Phil Hardwick (Can view), and Rolando Herts (Can view). At the bottom of the dialog is a "Folder settings" option. The background shows a list of files, including "18-228-CDPG.pdf" and "18-229-CDPG.pdf", both dated 3/28/2017 4:05 pm and shared with 6 members.

9. Go to <https://www.grantinterface.com/Home/Logon?urlkey=missarts>.

10. Login to your eGRANT account.

Secure | <https://www.grantinterface.com/Home/Logon?urlkey=missarts>

Apps | Mississippi Arts Com | Mail - ExecutiveAssis | Grants for Organizat | Interactive: Arts Vib | About Peer Groups | to support the Grass | Listservs - NASAA

welcome
to the MISSISSIPPI ARTS COMMISSION

mac
mississippi arts commission

Logon Page

Email Address*
user@gmail.com

Password*
.....

Log On Create New Account

Forgot your Password?

Welcome to the Mississippi Arts Commission's online grant portal.

New Users: Please click on "Create New Account" to complete the registration process and create your logon credentials. If you were part of the former eGRANT system, you are considered a New User in this system. Therefore, you must create a new account. Also, if you were part of the former eGRANT system, you will not be able to access previous years applications. You must contact one of the MAC program directors to receive a copy of a previous year's submitted grant application.

Important Information about Registering in eGRANT

11. Open your application on the dashboard.

mac

Apply Organization History Fax to File

Applicant Dashboard

Public Profile

Applicant Name
Email
Phone
Address

Contact Email History

Organization:
Applicant Name
Email
Phone
Address

Process: FY2018 - Organization Minigrant Application
Application Draft 05/03/2018

View Application

Third Parties: 0/0

12. Scroll down to "Work Samples" upload box.

13. Enter the description of the work sample into the text box.

- Title/Name of the Sample
- Description
- Completion Date
- Dimensions (visual artists only)
- Materials used (visual artists only)

Work Sample #4

A description of the work sample should be listed below and must include the information listed in the following order:

- Title/Name of the sample
- Description
- Completion Date
- Dimensions (visual artists only)
- Materials used (visual artists only)

Refer to your art form listed above to determine the proper format for submitting work samples. Upload the work sample below. Include a URL address (and password if necessary) in the space provided if you are not able to upload the file here.

PLEASE NOTE THAT THE WORK SAMPLE MUST HAVE BEEN COMPLETED IN THE LAST THREE YEARS.

Spanish Dance No. 5--Enrique Granados; Tango in D--Isaac Albeniz, transcribed L. Godowsky; Navarra--Albeniz
3 Spanish solo piano works
solo piano, recital in Hattiesburg, Tuesdays at Trinity
Feb. 20, 2018
Performing Arts

14. Copy the link into one of the text boxes. Example below.

Work Sample #5

A description of the work sample should be listed below and must include the information listed in the following order:

- Title/Name of the sample
- Description
- Completion Date
- Dimensions (visual artists only)
- Materials used (visual artists only)

Refer to your art form listed above to determine the proper format for submitting work samples. Upload the work sample below. Include a URL address (and password if necessary) in the space provided if you are not able to upload the file here.

PLEASE NOTE THAT THE WORK SAMPLE MUST HAVE BEEN COMPLETED IN THE LAST THREE YEARS.

<https://www.dropbox.com/sh/116hupk4gtpdrgo/AADyhfK5lZRv/xzNMdhlzob38a?dl=0>